

LABOR RELATIONS MANAGER I

REVIEW OF JOB ANALYSIS BACKGROUND INFORMATION

Date of Review: November 16-17, 2006

Collective Bargaining Identification: M01

Job Analysis Review Conducted By: John Barlow
Selection Analyst
Selection Services Section

Number of Incumbents: There are 4 incumbents in this classification per Department of Corrections Filled/Vacant Position Report dated November 8, 2006.

Names of the Subject Matter Expert(s) and their background:

Duncan Fallon, Assistant Secretary of Labor Relations

Mr. Fallon is currently the Assistant Secretary of Labor Relations. Prior to this position he served as a Labor Relations Manager II. He has been with the department for 21 years.

Richard Hawkins, Labor Relations Manager

Mr. Hawkins has 1 and half years of experience in the Labor Relations series. He has been with the department for 29 years.

COMMENTS: SMEs reviewed the existing job analysis dated July 15-19, 2002, to provide any necessary updates/changes. Minor changes were made to include language and title changes consistent with the Department's reorganization. In addition, Willingness statements were added.